

Block Island Housing Board
October 10, 2013
Town Hall, Old Town Road
5:00 p.m.

Present: Cindy Pappas, John Spier, Kay McManus, Shane Howrigan, Patty Murphy, Millie McGinnes

Not Present: Rosemary Tobin

Meeting was called to order at 5:00 p.m.

Minutes of September 4, 2013

Minutes were approved as written in a motion by Patty Murphy and seconded by Kay McManus.
Ayes 6 (Pappas, Spier, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

Public Input/Correspondence

- Wildwood Associates letter dated 9/9/13 was received with no action.
- John Spier mentioned the Planning Board received a complaint letter regarding violations of the Salt Pond Settlement moderate income unit restrictions.
- The 1% tax letter will be updated.
- RIMFAC update- Ms. McGinnes will look into a contact at RIMFAC to work with throughout the next project.

Issues that will require legal advice in future planning were identified:

- Ensure the houses count as affordable
- Violation enforcement
- Monitoring agent
- Homeowner's association development

Financial Statements

Financial Statements were approved in a motion by Patty Murphy and seconded by Shane Howrigan.

Ayes 6 (Pappas, Spier, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

Brown/Smith Discussion – Discuss and act on architect selection

At 5:17 a motion was made by Patty Murphy and seconded by Kay McManus to enter closed session to select an architect.

Ayes 6 (Pappas, Spier, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

Mr. Spier recused himself from this discussion.

At 6:05 a motion was made by Kay McManus and seconded by Shane Howrigan to return to open session.

Ayes 6 (Pappas, Spier, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

One motion was made in closed session and announced in open session:

A motion was made by Ms. McGinnes and seconded by Ms. Murphy to award the architect bid for the Brown/Smith project to Frank Karpowicz, based on his proposal dated September 1, 2013.

Ayes 5 (Pappas, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

Recuse 1 (Spier)

Cindy Pappas will draft a letter to Mr. Karpowicz.

The following plan of action was discussed:

- Letters will be sent to all bidders.
- An engineered plan will be developed showing a conventional subdivision to determine how many dwelling units will be permitted.
- Letters will be sent to abutters - informing the about the choice of architect and the design process.
- Meetings with the Planning Board as follows:
 1. Planning preliminary idea session.
 2. Preliminary design phase regarding flexible design.

It was noted that a bid package for Engineering will need to go out soon.

Patty Murphy moved to appoint a subcommittee of John Spier and Kay McManus to meet with Dave Hilbern to develop a conventional subdivision plan. Shane Howrigan seconded the motion and it carried.

Ayes 6 (Pappas, Spier, McManus, Howrigan, Murphy, McGinnes) Nays 0 Absent 1 (Tobin)

Shane Howrigan will contact Heidi Tarbox about grant opportunities.

With no possible properties for housing opportunities to discuss, at 6:38 a motion as made by Patty Murphy and seconded by John Spier to adjourn at voted unanimously.

Minutes approved: 11/13/2013

Millie McGinnes